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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 6 August 1953

FROM : Chief, Coordination and Requirements Staff

SUBJECT: Weekly Report Covering the Period 30 July to 5 August 1953

1. General

a. Revision of FY 1954 Forecast of Materiel Requirements
(continued) In connection with a revision of the FY 1954 budget, tabulations of the forecasts submitted by the area divisions have been prepared and will be submitted to the respective divisions within a few days.

b. Master IBM Supply and Requirements Deck (continued)
A proofrun of the 17,000-item IBM master deck has been completed and a review indicates that additional work will be required to eliminate duplications, etc. It is expected that a revised duplicate deck will be available for overseas shipment within a week.

c. Requirements for Guerrilla Warfare Support According to T/O & E's Recommendations of the Paramilitary Operations Staff
(continued) A tabulation of the T/O & E data now on IBM cards has been delayed by reason of higher priority work and personnel on leave.

25X1A6a d. Surplus Stocks (continued) A tabulation has been prepared which reflects materiel requirements (weapons and ammunition) based upon the T/O & E recommended by the PM Staff and contemplated guerrilla warfare man-strength in the Far East area. The data has been prepared for use in the determination of possible surplus stocks at [REDACTED]. This study has been delayed by reason of higher priority work.

25X1A6a e. Revision of Form No. 431 (continued) Instructions have been drafted in connection with the use of revised Forms Nos. 431-A and 431-B (Forecast of Materiel Requirements). The instructions and forms have been coordinated with the area divisions and staff elements concerned. The various comments and recommendations have been considered in a revised draft which will be submitted to the Chief of Logistics within a few days.

f. Agency Capabilities in Major Operational Areas (continued)
A tabulation reflecting quantities of ten major categories of materiel under Agency Control in four major operational areas has been prepared. It is contemplated that the tabulation will be presented to the Chief of Logistics shortly.

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g. Basic Intelligence Course (new and completed) [redacted] is attending the six weeks Basic Intelligence Course and Administrative Support Course. Attendance will be through on 4 September 1953.

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h. Shipment of LCM's (continued) [redacted] the representative of [redacted], has submitted an estimate of the cost to transport 30 LCM's from the [redacted]. This estimate is under consideration by the Division; however, the amount appears to be unreasonable when compared to the Department of the Navy and commercial rates.

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2. Projects and Studies in Process

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a. Ammunition at [redacted] (continued) This program is continuing satisfactorily. In order to expedite the action, arms on hand are being substituted in equal numbers for those arms being returned from [redacted] when practicable. A quantity of arms is in process of being transferred from [redacted].

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b. R & D Special Devices for [redacted] (new) A determination is being made as to quantity and types of special devices to be made available to the [redacted] for use in PM type operations. A member of TSS was consulted, relative to the operation and use of various items.

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c. New Supply Requisition Form (continued) Steps are being taken by the Supply Division to place into effect the new supply requisition form, designed by the Coordination and Requirements Staff.

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d. Logistical Review of Operational Plans (continued) The coordinator has given his entire time, including overtime, in assisting the FE Logistics office to develop budgets for [redacted] operations. It is hoped that these budgets can be ready for submission on Friday, 7 August 1953.

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e. Logistical and Operational Planning Manual (continued) Comments on the draft manual have been received from the EE Division and the PM Staff/TNG.

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f. Supply [redacted] (continued) The report on the present facilities at this base and their uses has been received from the field, and copies of pertinent sections are being produced for inclusion in the final study on the proposed use of this base.

g. Study Relative to T/O & E's (continued) A study outlining the need and importance of T/O & E's as an aid in logistical planning has been completed and submitted to the Chief of Logistics.

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h. Area Study of [redacted] (new) A study is being made of the [redacted] area to determine its suitability for consideration as a possible alternate for [redacted] in development of the Major Base Program.

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3. Other Items of Interest (All these items are of a non-recurring nature).

a. Request for Availability Information (new and completed) In response to a request from the Office of Communications, a quantity of obsolete connectors for radios was obtained. The connectors were not available through the usual electronic firms. This action saved a substantial sum of money which would have been required to effect the necessary conversion of radio sets.

b. Draft Regulations (continued) Drafts are being prepared of two new regulations covering:

- (1) Development of Requirements.
- (2) Development of a Logistical Annex to an Operation Plan.

c. NEA

25X1A2d2 A second meeting was held with reference to packaging and caching of arms and ammunition now overseas in the [REDACTED] project. Interested members of the Office of Training and the PM Staff were present. The Logistics Office's packaging experts have agreed to cooperate with Office of Training personnel who have been conducting tests [REDACTED]

25X1A2d2 d. SE

25X1A6a The Chief of Administration, the SE Division, and Chief of Administration from [REDACTED] Warehouse. It was felt that the indoctrination would be especially beneficial to the overseas personnel, regarding this phase of logistical operations.

e. FE

25X1A6a (1) Coordinated the purchase and delivery of a stove and refrigerator for shipment to [REDACTED].

25X1A6a (2) Assisted in the acquisition of photographic material and TSS items from [REDACTED] This material was needed for a FI Staff employee, leaving Headquarters on an unexpected assignment.

f. EE

Assisted in developing data for use in connection with the management review of the EE Division logistical organization.

g. WE

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(2) Completed coordination of a Division request for approval to make offshore procurement of approximately \$10,000, for pamphlet producing machinery, in accordance with [REDACTED]

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h. WH

Assisted in expediting various requisitions and procurement of items for personnel reporting for overseas assignments.

i. Office of Communications

Attended a meeting regarding construction of communication facilities at [REDACTED] Representatives of the Real Estate and Construction Division were in attendance, as were representatives of the Office of Communications.

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j. Military Liaison

(1) Prepared letters providing for logistical support by the Department of the Army and of the Air Force, for [REDACTED] 25X1A6a

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(3) Obtained information for the Office of Communications relative to special flight being made in the Near East by MATS. If reimbursement for these services cannot be effected, the services will be discontinued.

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LO/CR:kj (8-6-53)

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